

# TRANSITION: A Time of Change –

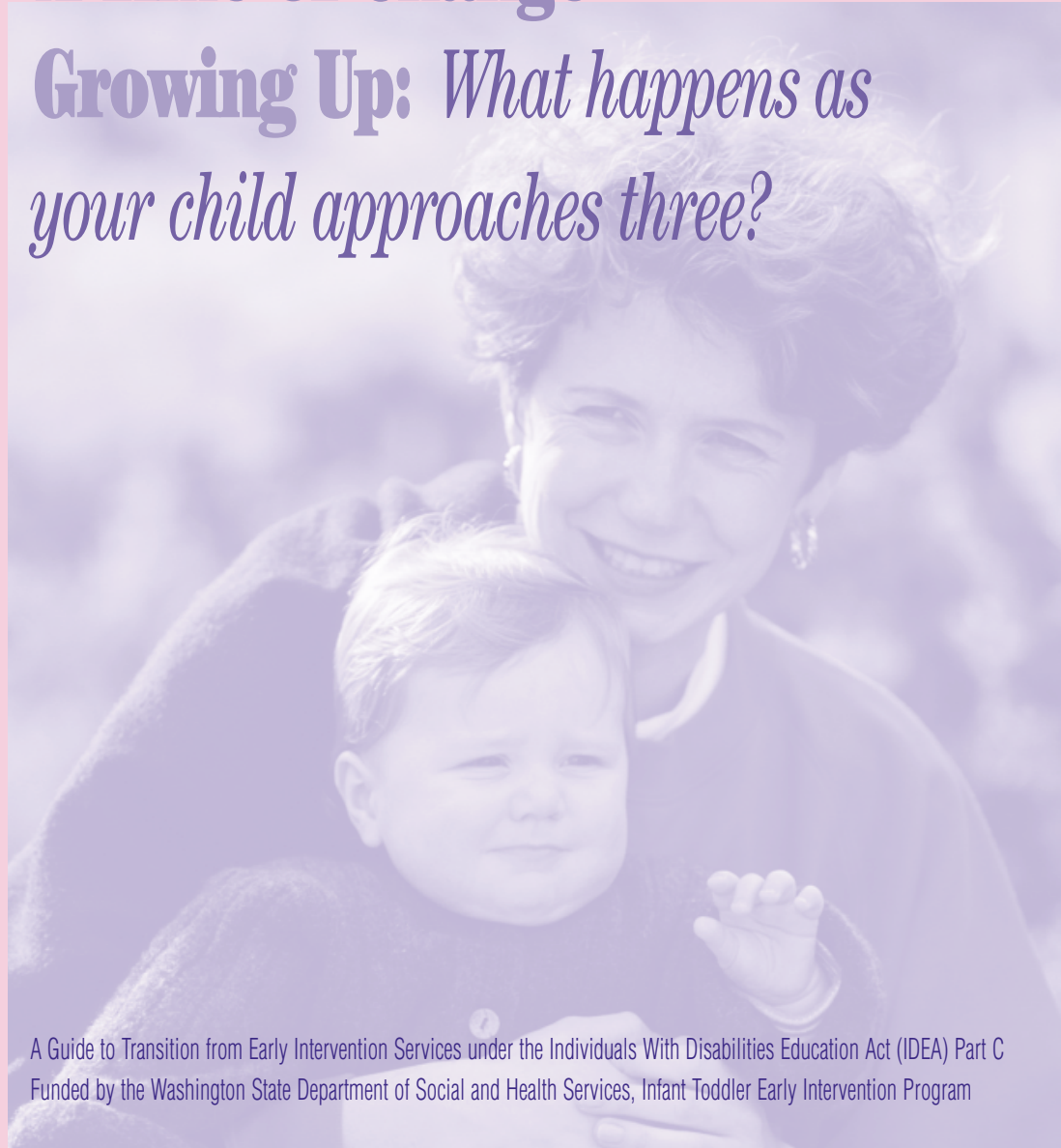
*Growing Up: What happens as  
your child approaches three?*



*Washington State*  
Department of Social  
& Health Services

**INFANT TODDLER EARLY  
INTERVENTION PROGRAM (ITEIP)**

A Guide to Transition from Early Intervention Services under the Individuals With Disabilities Education Act (IDEA) Part C  
Funded by the Washington State Department of Social and Health Services, Infant Toddler Early Intervention Program



## What is transition?

When your child turns three, early intervention services end. New services and supports may be available. Assistance in accessing new services and supports that may be available is an important transition process. This process of moving from program to program is one of the many transitions that will occur for your child and family throughout your lives.

At least six months before your child's third birthday, you will begin working with your Family Resources Coordinator (FRC) and your team to plan for transition to school or other service program options. Families and service providers walk through this process together.

The Individuals With Disabilities Education Act (IDEA) requires a written plan for transition at a child's third birthday. A transition plan meeting must take place at least 90 days before your child turns three. If all involved in this planning agree, the meeting can be held up to six months before your child turns three.

Remember that new opportunities await as transition occurs.

## How do we start transition planning?

### *Six (6) months before your child's third birthday:*

Transition planning begins. Your Family Resources Coordinator (FRC) will ask you to sign a permission form so your school district can be contacted to begin planning for your child's transition at age three. The school district will determine if your child is eligible for school district services.

### *Three (3) months before your child's third birthday a meeting will be held:*

If your child qualifies for Early Childhood Special Education Services as determined by the school district, services will be provided through an Individualized Education Program (IEP).

If your child is currently eligible for services from the Division of Developmental Disabilities (DDD), eligibility for services from DDD must be re-determined again at age three. Your child's case manager will contact you six months prior to your child's third birthday for re-eligibility determination.

If your child is not receiving services from DDD and you believe services may be needed, contact your local DDD office.

## What is a transition plan?

A transition plan identifies how you, your FRC, and your early intervention team will help as your child and family move beyond early intervention services at age three. The plan describes what supports will be needed as your child enters your local school district special education program or other community-based services, or leaves supports and services because your child is no longer eligible for services and supports related to delays or disabilities.

## What's next for my child?

### *Developing my child's transition plan:*

You and your early intervention team work together to develop the plan. The team includes you, your FRC, people who now work with your child, other individuals you may wish to be involved and people who may be involved with your child in the future. The team will look at your child's progress and needs. The FRC coordinates the development of the transition plan.

### *What services are available for my child when early intervention services end?*

That depends on whether your child needs early childhood special education services. Your school district will determine if your child qualifies for early childhood special education services. If your child is eligible, a variety of service setting options may be available, such as home, community program, Head Start, Early Childhood Education Assistance Program (ECEAP), or a school-based program. Special education and related services will be provided through an Individualized Education Program (IEP). The FRC coordinates the transition plan meeting. The school district will set up a meeting to develop your child's IEP.

The FRC will assist you, teachers and school staff who know about your child's strength and needs to develop an IEP. You can bring a friend, family member or other community member of your choice with you for support. If you have a DDD case manager or a Children with Special Health Care Needs (CSHCN) coordinator, you may wish to invite them as well. An IEP meeting must occur before your child's third birthday and **an IEP must be in place by your child's third birthday.** After your initial IEP is in place, IEP meetings can happen at any time you or school staff feels there is a need to discuss your child's program.

### *What happens if my child does not qualify for early childhood special education services?*

If your child is not eligible to receive early childhood special education services, your FRC will work with you to identify other possible options that are available for your child, such as Head Start, ECEAP or other community programs.

## **What can I do to help in the transition process?**

### *Tips on how you can help your child and your family make a smooth transition from early intervention into a new program at age 3 include:*

- Ask your transition team to help with strategies and build them into your transition plan.
- Ask about possible program options or choices of programs.
- Keep a notebook about your child's activities and interests. Include your child's birth certificate, immunization record, medical

reports, photographs, evaluations, assessments, and past IFSPs. Pictures of your child help personalize facts and information.

- Before your child starts a new program, visit the program with your child. Have staff give you and your child a tour. Ask about the routines your child can expect. If possible, meet the child's new teacher(s). Are there any written materials available that explain the new program?
- Attend orientation events that the new program offers for families. Ask how parents can be involved in the child's learning at home and at the program.
- Advocate for your child. You know her/his needs best. Know what to expect of your child and work with the school district and IEP team to obtain those services for your child.
- Ask how you will be kept informed about your child's adjustment to the new services. Find out when you will receive program reports and make sure this information is noted in the IEP.
- Ask if there is a family support group or local Parent Teacher Student Association (PTSA) in your district. Ask if the district has a family services worker or social worker who could help you if you have concerns. Remember that you, as a parent, may benefit from support for yourself, as well as for your child, as your family moves through the transition process.

## Where Can I Go For More Help or Information?

■ **Department of Social and Health Services Infant Toddler Early Intervention Program (ITEIP)** directs the statewide system of IDEA early intervention services.  
(360) 902-8488 (Voice)  
(360) 904-7864 (TTY)  
Website: [www.wa.gov/dshs/iteip/iteip.html](http://www.wa.gov/dshs/iteip/iteip.html)

For further information and referral to a Family Resources Coordinator (FRC) contact:

■ **Healthy Mothers, Healthy Babies:**  
1-800-322-2588 for the name of an FRC in your local area.  
Website: [www.hmhbwa.org](http://www.hmhbwa.org)

■ **Office of Superintendent of Public Instruction (OSPI)**  
Get a free copy of the Family-Educator Guide to Special Education Services in Washington State from your local school district or OSPI. For a booklet in hard copy, call (360) 725-6075.  
Website: [www.k12.wa.us](http://www.k12.wa.us)

■ **Washington State STEPS Project**  
A multi-agency effort to support successful transitions for children birth to eight in local Washington communities.  
Website: [www.esd112.K12.wa.us/steps/](http://www.esd112.K12.wa.us/steps/)

■ **Washington PAVE 1-800 5 PARENT**  
(1-800-572-7368)  
A statewide parent training and information center providing assistance to families who have children with disabilities, ages birth through adulthood.  
Website: [www.washingtonpave.org](http://www.washingtonpave.org)

■ **Family Educator Partnership Project (FEPP)**  
A statewide project that encourages families, educators and community agencies to work together in supporting children and youth who need special education services. Call 1-888-754-8798 for more information.  
Website: [www.arcwa.org](http://www.arcwa.org)

■ **Washington State Parent to Parent**  
1-800-821-5927  
A statewide parent network providing emotional support and information to parents who have young children with disabilities or developmental delays.  
Website: [www.arcwa.org](http://www.arcwa.org)

■ **The Arc of Washington State**  
1-888-754-8798  
Promotes the education, health, self-sufficiency, self-advocacy, inclusion and choices of individuals with developmental disabilities and their families.  
Website: [www.arcwa.org](http://www.arcwa.org)



### INFANT TODDLER EARLY INTERVENTION PROGRAM

PO Box 45201  
Olympia WA 98504-5201  
TDD (360) 902-7864  
FAX (360) 902-8497  
VOICE (360) 902-8488  
<http://www.wa.gov/dshs/iteip/iteip.html>

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